

# NOTICE OF MEETING

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OF THE  
**BOARD OF DIRECTORS**

OF THE



WILL BE HELD ON

**WEDNESDAY, JUNE 17, 2020**  
**10:00 A.M.**

TELECONFERENCE ACCESSIBILITY FOR THE GENERAL PUBLIC:

In all efforts to prevent the spread of COVID-19, until further notice, the Inland Empire Utilities Agency will be holding all Board and Committee meetings by teleconferencing.

The meeting will be accessible at:  
**(415) 856-9169/Conference ID: 794 202 809#**



**AGENDA  
REGULAR MEETING OF THE  
BOARD OF DIRECTORS**

**WEDNESDAY, JUNE 17, 2020  
10:00 A.M.**

**INLAND EMPIRE UTILITIES AGENCY\*  
Telecon: (415) 856-9169/Conference ID: 794 202 809#**

PURSUANT TO THE PROVISIONS OF EXECUTIVE ORDER N-25-20 ISSUED BY GOVERNOR GAVIN NEWSOM ON MARCH 12, 2020, AND EXECUTIVE ORDER N-29-20 ISSUED BY GOVERNOR GAVIN NEWSOM ON MARCH 17, 2020 ANY BOARD MEMBER MAY CALL INTO THE BOARD MEETING WITHOUT OTHERWISE COMPLYING WITH ALL BROWN ACT'S TELECONFERENCE REQUIREMENTS.

TELECONFERENCE ACCESSIBILITY FOR THE GENERAL PUBLIC:

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This meeting is being conducted virtually by video and audio conferencing. There will be no public location available to attend the meeting; however, the public may participate and provide public comment during the meeting by calling into the number provided above. The public may also view the meeting live through the Agency's website. Alternatively, you may email your public comments to the Board Secretary/Office Manager April Woodruff at [awoodruff@ieua.org](mailto:awoodruff@ieua.org) no later than 24 hours prior to the scheduled meeting time. Your comments will then be read into the record during the meeting.

**CALL TO ORDER OF THE INLAND EMPIRE UTILITIES AGENCY BOARD OF DIRECTORS MEETING**

**FLAG SALUTE**

**PUBLIC COMMENT**

Members of the public may address the Board on any item that is within the jurisdiction of the Board; however, no action may be taken on any item not appearing on the agenda unless the action is otherwise authorized by Subdivision (b) of Section 54954.2 of the Government Code. Those persons wishing to address the Board on any matter, whether or not it appears on the agenda, are requested to email the Board Secretary no later than 24 hours prior to the scheduled meeting time or address the Board during the public comments section of the meeting. Comments will be limited to three minutes per speaker. Thank you.

## **ADDITIONS TO THE AGENDA**

In accordance with Section 54954.2 of the Government Code (Brown Act), additions to the agenda require two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted.

### **1. CONSENT ITEMS**

**NOTICE:** All matters listed under the Consent Calendar are considered to be routine and non-controversial and will be acted upon by the Board by one motion in the form listed below. There will be no separate discussion on these items prior to the time the Board votes unless any Board members, staff or the public requests specific items be discussed and/or removed from the Consent Calendar for separate action.

#### **A. MINUTES**

The Board will be asked to approve the minutes from the May 6, 2020 Board Workshop/Meeting and May 20, 2020 Board Meeting.

#### **B. REPORT ON GENERAL DISBURSEMENTS (*Fin & Admin*)**

Staff recommends that the Board approve the total disbursements for the month of April 2020, in the amount of \$12,392,970.89.

#### **C. FY 2020/21 ANNUAL AUDIT PLAN (*Audit*)**

Staff recommends that the Board:

1. Approve the FY 2020/21 Annual Audit Plan; and
2. Direct the Manager of Internal Audit to implement the FY 2020/21 Annual Audit Plan.

#### **D. CONTRACT AWARD FOR PLANNING AND SCHEDULING SOFTWARE (*Eng/Ops/WR*)**

Staff recommends that the Board:

1. Approve a contract with P&RO Solutions to include installation, training, and licensing for five years for a not-to-exceed value of \$218,000; and
2. Authorize the General Manager to finalize and execute the contract.

#### **E. IEUA TEN-YEAR FORECAST (*Eng/Ops/WR*) (*Fin & Admin*)**

Staff recommends that the Board adopt the Fiscal Year 2020/21-2029/30 Ten-Year Forecast

**F. UTILITY LOCATING SERVICES CONTRACT AWARD (Eng/Ops/WR)**

Staff recommends that the Board:

1. Award a five-year contract, with two one-year time extensions, to UtiliQuest, LLC., for utility marking services, for a not-to-exceed amount of \$900,000; and
2. Authorize the General Manager to execute the contract, subject to non-substantive changes.

**G. ADOPTION OF RESOLUTION NO. 2020-6-1, AMENDING THE AGENCY'S SALARY SCHEDULE/MATRIX FOR ALL GROUPS**

Staff recommends that the Board adopt Resolution No. 2020-6-1, amending the Agency's Salary Schedule/Matrix for all groups.

**H. RESOLUTION FOR US BUREAU OF RECLAMATION WATERSMART DROUGHT RESPONSE PROGRAM: DROUGHT RESILIENCY PROJECTS FOR FISCAL YEAR 2021 GRANT APPLICATION**

Staff recommends that the Board adopt Resolution No. 2020-6-2, authorizing the General Manager or his designee to execute the USBR WaterSMART Drought Response assistance agreement and to submit all required documents to the USBR.

**I. ADOPTION OF RESOLUTION NO. 2020-6-3, ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR (FY) 2020/21 (Fin & Admin)**

Staff recommends that the Board adopt Resolution No. 2020-6-3, establishing the appropriations limit for Fiscal Year 2020/21.

**J. WATER QUALITY LABORATORY TESTING SERVICES CONTRACT AWARD (Eng/Ops/WR)**

Staff recommends that the Board:

1. Award the Water Quality Laboratory Testing contract to Eurofins Easton Analytical for a total not-to-exceed value of \$6,500,000 over a three-year period, with two one-year options to extend; and
2. Authorize the General Manager to execute the contract, subject to non-substantive changes.

**K. RP-1 FLARE IMPROVEMENT CONSTRUCTION CONTRACT AWARD (Eng/Ops/WR) (Fin & Admin)**

Staff recommends that the Board:

1. Award a construction contract for the RP-1 Flare System Improvements, Project No. EN18006, to W.M. Lyles Co., in the amount of \$5,540,000;

2. Approve a contract amendment to Lee & Ro, Inc., for engineering services during construction for a not-to-exceed amount of \$182,550;
3. Approve a total project budget amendment in the amount of \$1,968,000 in the Regional Capital (RC) Fund; and
4. Authorize the General Manager to execute the contract, contract amendment, and budget augmentation, subject to non-substantive changes.

**L. FORCE MAIN IMPROVEMENTS CONSTRUCTION CONTRACT AWARD (Eng/Ops/WR) (Fin & Admin)**

Staff recommends that the Board:

1. Award a construction contract for the Regional Force Main Improvements, Project No. EN19025, to Ferreira Construction Company, Inc., in the amount of \$3,786,070;
2. Approve a contract amendment to GHD for engineering services during construction for a not-to-exceed amount of \$125,428;
3. Approve a total project budget amendment in the amount of \$627,000 in the Regional Capital (RC) fund; and
4. Authorize the General Manager to execute the contract, contract amendment, and budget augmentation, subject to non-substantive changes.

**M. APPROVAL OF 2020A REFUNDING BONDS AND 2020B REVENUE NOTES (Fin & Admin)**

Staff recommends that the Board:

1. Adopt Resolution No. 2020-6-4, authorizing the issuance of the Chino Basin Regional Financing Authority Refunding Revenue Bonds, Series 2020A (Inland Empire Utilities Agency) (2020A Bonds) in the principal amount not-to-exceed \$75,000,000 and approve the execution and delivery of certain documents in connection therewith and certain other matters; and
2. Adopt Resolution No. 2020-6-5, authorizing the issuance of the Chino Basin Regional Financing Authority Revenue Notes, Series 2020B (Inland Empire Utilities Agency) (2020A Bonds) based on specified conditions, in the principal amount not-to-exceed \$250,000,000 and approve the execution and delivery of certain documents in connection therewith and certain other matters.

**2. ACTION ITEMS**

**A. ADOPTION OF RESOLUTION NO. 2020-6-6 TO EXTEND THE EXPIRATION DATE OF RATE RESOLUTIONS**

Staff recommends that the Board adopt Resolution No. 2020-6-6 to extend the rates established with Resolution Nos. 2015-5-4 through 2015-5-6, 2016-6-7, and 2019-6-1 through 2019-6-8 set to expire on June 30, 2020 until rescinded by new resolutions adopted by the Board of Directors.

**3. INFORMATION ITEMS**

**A. UPPER SANTA ANA RIVER MULTIPLE SPECIES HABITAT CONSERVATION PLAN UPDATE (POWERPOINT)**

**B. ENGINEERING AND CONSTRUCTION MANAGEMENT UPDATES (POWERPOINT) *(Eng/Ops/WR)***

**C. RP-5 EXPANSION BID UPDATE (POWERPOINT) *(Eng/Ops/WR) (Fin & Admin)***

**D. MWD UPDATE (ORAL)**

**E. CBWM UPDATE (ORAL)**

**F. SAWPA UPDATE (ORAL)**

**G. CBP UPDATE (ORAL)**

**RECEIVE AND FILE INFORMATION ITEMS**

**H. FY 2019/20 THIRD QUARTER BUDGET VARIANCE PERFORMANCE GOAL UPDATES, AND BUDGET TRANSFERS (WRITTEN/POWERPOINT) *(Fin & Admin)***

**I. TREASURER'S REPORT OF FINANCIAL AFFAIRS (WRITTEN/POWERPOINT) *(Fin & Admin)***

**J. 2019 ANNUAL REPORT OF THE PRADO BASIN HABITAT SUSTAINABILITY COMMITTEE (WRITTEN) *(Eng/Ops/WR)***

**K. FY 2019/20 FINANCIAL AUDIT – COMMUNICATIONS REQUIRED BY SAS 114 (WRITTEN/POWERPOINT) *(Audit)***

**L. HUMAN RESOURCES: WORKLOAD INDICATORS REVIEW (WRITTEN/POWERPOINT) *(Audit)***

**M. RECYCLED WATER REVENUES AUDIT REPORT (WRITTEN/POWERPOINT) *(Audit)***

**N. APPROVALS AND DISBURSEMENTS AUTOMATION FOLLOW-UP REVIEW (WRITTEN/POWERPOINT) *(Audit)***

- O. **INTERFUND TRANSACTIONS – FOLLOW-UP REVIEW (WRITTEN/POWERPOINT)** *(Audit)*
  - P. **REPORT OF OPEN AUDIT RECOMMENDATIONS (WRITTEN)** *(Audit)*
  - Q. **INTERNAL AUDIT DEPARTMENT QUARTERLY STATUS REPORT FOR JUNE 2020 (WRITTEN)** *(Audit)*
  - R. **PUBLIC OUTREACH AND COMMUNICATION (WRITTEN)** *(Community & Leg)*
  - S. **STATE LEGISLATIVE REPORT AND MATRIX FROM WEST COAST ADVISORS (WRITTEN)** *(Community & Leg)*
  - T. **FEDERAL LEGISLATIVE REPORT AND MATRIX FROM INNOVATIVE FEDERAL STRATEGIES (WRITTEN)** *(Community & Leg)*
  - U. **CALIFORNIA STRATEGIES, LLC MONTHLY ACTIVITY REPORT (WRITTEN)** *(Community & Leg)*
4. **AGENCY REPRESENTATIVES' REPORTS**
- A. **SAWPA REPORT (WRITTEN)**  
June 16, 2020 SAWPA Commission meeting.
  - B. **MWD REPORT (WRITTEN)**  
June 9, 2020 Board meeting.
  - C. **REGIONAL SEWERAGE PROGRAM POLICY COMMITTEE REPORT**  
June 4, 2020 Regional Sewerage Program Policy Committee meeting.
  - D. **CHINO BASIN WATERMASTER REPORT (WRITTEN)**  
May 28, 2020 CBWM Board meeting.
  - E. **CHINO BASIN DESALTER AUTHORITY (WRITTEN)**  
June 4, 2020 Special CDA Board meeting.
  - F. **INLAND EMPIRE REGIONAL COMPOSTING AUTHORITY**  
Next regular meeting is scheduled for August 3, 2020.
5. **GENERAL MANAGER'S REPORT (WRITTEN)**
6. **BOARD OF DIRECTORS' REQUESTED FUTURE AGENDA ITEMS**
7. **DIRECTORS' COMMENTS**
- A. **CONFERENCE REPORTS**

This is the time and place for the Members of the Board to report on prescheduled Committee/District Representative Assignment meetings, which were held since the last regular Board meeting, and/or any other items of interest.

**8. CLOSED SESSION**

**A. PURSUANT TO GOVERNMENT CODE SECTION 54956.9(a) – CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

1. Chino Basin Municipal Water District vs. City of Chino, Case No. RCV51010

**B. PURSUANT TO GOVERNMENT CODE SECTION 54957(b)(1) – PUBLIC EMPLOYMENT**

1. Board Secretary/Office Manager

**9. ADJOURN**

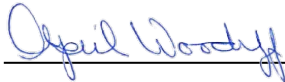
\*A Municipal Water District

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Board Secretary (909) 993-1736, 48 hours prior to the scheduled meeting so that the Agency can make reasonable arrangements.

Proofed by: shl

**Declaration of Posting**

I, April Woodruff, Board Secretary/Office Manager of the Inland Empire Utilities Agency\*, A Municipal Water District, hereby certify that a copy of this agenda has been posted by 5:30 p.m. at the Agency's main office, 6075 Kimball Avenue, Building A, Chino, CA on Thursday, June 11, 2020.



April Woodruff